

MINUTES
WASHINGTON STATE JAIL INDUSTRIES BOARD
April 16, 2004

Criminal Justice Training Center
19010 1st Avenue South
Burien, Washington

Members present: Jim Berrios, Jeralita Costa, Ed Crawford, Kenneth Kunes, Randy Loomans, Runette Mitchell, Marvin Wolff, Chandra Wrzesinski, Jill Will (staff), Shanica McClintock (staff)

Proxies Presented: Dan Plotner for Jane Johnson and Garry Lucas, Joe Koval for Howard Yarbrough

Members absent: David Johnson, Debra Latimer, Bill Lehning, Andre Loh, Helen McGovern, Jim Powers

Guests: Dennis Murphy, Whatcom County Homeland Security Coordinator; Jim Huffman, Family and Friends of Violent Crime Victims

A. Quorum Check

Chair Marvin Wolff confirmed that a quorum was present and called the meeting to order at 10:10 a.m.

B. Welcome New Board Members

The Board welcomed new members. Jim Berrios, owner of the Golden Steer Rib and Steak House in Kent, is a business representative to the Board appointed by Governor Locke. Chandra Wrzesinski, also appointed by Governor Locke, is the line law enforcement representative. Ms. Wrzesinski is the administrative sergeant at the Lewis County Jail.

C. Approval of the Minutes: January 16, 2004 meeting

The minutes of the January 16, 2004 meeting were approved as written.

D. Executive Director's Report

Jill Will gave the Executive Director's Report. There was discussion on some items.

Board Recruitment: The Executive Director reported recruiting candidates for open Board positions including a potential business representative from the Downtown Seattle Association and four candidates for the Crime Victims slot. The names have been forwarded to Governor Locke for his action.

JIB Budget: The Office of Financial Management has decided to keep an appropriation for Correctional Industries in the Governor's budget. The Jail Industries Board's budget

is a line item within this appropriation. This leaves the Board's funding in a much more secure position.

ACTION ITEM: Jill Will follow up with DOC budget staff to secure continued funding in the next budget cycle.

Prison Industries Enhancement Certification Program: The Supreme Court reheard arguments in October on the constitutionality of private sector inmate employment in Washington State. As yet the State Supreme Court has not indicated when they will render a decision.

Clark County: Dan Plotner spoke about the Clark County Jail Industries electronic waste recycling program. His recent site visit to a large scale recycling facility in Utah has had a positive impact on his program as he gained ideas for making his own operation more efficient. He also announced that the Clark County program had received an award from the Washington State Recyclers Association for being the most innovative recycling program in the state. The award recognized the partnership between public and private agencies to reduce the amount of waste in landfills, the return of usable equipment to the community, and the positive work skills provided to individuals involved in the program. The group discussed operational issues at the Clark County Jail Work Center including the issue of sharing production numbers with workers, what incentives are available, and recognition of individual effort.

Electronic Waste Study: The Legislature passed a bill requiring the Department of Ecology to study the issue of electronic waste handling in Washington. Participants will include local government and local waste handlers. The Board will try to ensure that jail industries issues are in the discussion. Some major stakeholders do not wish inmate labor to be involved. They believe inmate labor would make private recycling entrepreneurship economically unfeasible.

ACTION ITEM: Jill Will follow up on electronic waste study.

Driver's License Recovery: The Correctional Industries Board of Directors has requested the Jail Industries Board to participate in a joint subcommittee regarding driver's license recovery efforts. Board members agreed that the effort was very worthwhile and three volunteers, Runette Mitchell, Randy Loomans, and Chandra Wrzesinski were selected to participate in any future meetings.

ACTION ITEM: Jill Will provide names of Drivers License Recovery committee members to Correctional Industries.

Potential New Programs: King County is considering establishing a jail industries program and is considering two potential sites. Pierce County has also indicated an interest in the possibility of an industries program. A number of budgetary issues are being explored at this time. Whatcom County has completed its master plan for facilities. The plan includes a minimum security facility with room for alternatives to incarceration that would be located in downtown Bellingham.

OLD BUSINESS

E. Video Case Study

The Jail Industries Board marketing plan includes a video case study. Ms Will solicited bids from three non-commercial producers, however they were unable to respond. She then solicited bids from other government and commercial bidders. Responses for an eight minute video ranged between \$9400 and \$14,600. Additional internet research showed estimates of \$1500 to \$3000 per finished video minute for work done by many commercial providers.

Following a review of bids received, Chair Marvin Wolff requested that additional research be conducted with university-based production groups. To date only Shoreline Community College and Western Washington University have indicated an interest in such a project. Faculty at both schools indicated that students would assume the major responsibility for the project. There would be some limited oversight by staff. Marvin Wolff has experience in the film industry and offered his assistance with a student-based project.

The group discussed a variety of options. These included TVW (a not-for-profit producer of Washington public affairs TV), King County TV, the City of Kent, and a private producer in Kent. Members also discussed that one could expect guaranteed quality from a commercial bidder while a student project would be a learning experience where the same level of quality could not be expected. A motion was made and seconded to review production options with TVW and academic providers and allow the Marketing Committee to make the final decision on how to proceed, i.e., academic or commercial. The motion was amended to authorize the Marketing Committee to expend funds for the project production and distribution not to exceed \$15,000. The amended motion was passed.

ACTION ITEM: Jill Will follow up on video research.

F. Arbitration Outline for Board Review

One of the duties of the Board identified in legislation is to develop an arbitration process for resolving disputes regarding jail industries programs. Board member Ed Crawford prepared an outline of a potential process for Board review. Mr. Crawford reminded the Board that it does not have authority to make binding decisions or any grant of enforcement powers. As a consequence, his outline provides an informal voluntary process that is as non-legalistic as possible.

Items suitable for arbitration include disputes regarding the appropriate use of inmate labor, funds and fees, and working conditions. Disputes would be submitted to the Board in letter format and the Executive Director would be responsible to help the parties draft a letter as necessary. Three Board members would be selected by the chair to conduct an informal hearing. They would facilitate negotiation, offer suggestions and opinions. The Executive Director would act as record keeper. The outcome of the negotiations would be recorded; however, a full procedural record would

not be required. If no agreement was reached the parties would be informed of what next steps were available to them.

The Executive Director noted that the process as outlined would have to be put into the Washington Administrative Code (WAC). It was moved, seconded and passed that the process in the Arbitration Outline as presented and amended to include the language of the RCW regarding items for arbitration and the recording of outcomes be accepted. The Board directed Ms. Will to put the process into the appropriate WAC format and move forward with the WAC process. Chair Marvin Wolff offered the appreciation of the Board for Ed Crawford's efforts.

ACTION ITEM: Jill Will proceed with the arbitration WAC process.

G. Local Advisory Board Work Session

Per jail industries authorizing legislation, jails that establish jail industries programs are required to establish local advisory boards to include an equal number of business and labor representatives and, if available, representatives of sheltered workshops. Ms. Will opened a discussion about what type of technical assistance the Board could give jails on how to establish such a group. Current advice provided is very basic information. There are far more elaborate examples available but they may not be appropriate for Washington's situation.

Considerable discussion ensued concerning what would constitute an acceptable board, the role of such a board, and whether the Jail Industries Board itself might act in the capacity of advisor to a jail. Key issues included balancing the need for community input and early support with the need to really have substantive tasks for an advisory board to accomplish. It was moved that the Board develop a cover letter and pamphlet on local advisory boards, to include the relevant statute, and that local jurisdictions be offered the option of having the Board serve in that advisory role or assist them in developing their own advisory board. Example of different types of boards would be made available to interested jurisdictions that would be empowered to make their own decision on how to structure their local board. Discussion clarified that advisory boards covered not only private sector inmate employment programs, but traditional industries as well. The motion was seconded and passed. The information will be distributed upon request from a jurisdiction for guidance on how to establish a local advisory board.

ACTION ITEM: Jill Will develop a cover letter and brochure on developing local advisory boards and provide examples of such boards.

NEW BUSINESS

H. Speakers Bureau

Chair Marvin Wolff suggested it would be helpful for the Board to establish a Speakers Bureau to take information about jail industries to local communities. The Bureau would use the video and other marketing materials to create an awareness of the positive role such industries could fulfill. After discussion concerning the role of such a bureau and the need for speakers to be sensitive to local authorities, the Chair called for volunteers.

Board members Jim Berrios and Ed Crawford and guests Dan Plotner and Jim Huffman volunteered to be part of a Speakers Bureau.

I. Other Business

Correctional Industries Legislation: Joe Koval of Correctional Industries reported on the final version of the 2004 Correctional Industries legislation. Because of a concern that correctional industries would create unfair competition for private industry, legislation was passed requiring all capital programs and community work crews (DNR excluded) to come under the authority of the Correctional Industries Board of Directors for purposes of reporting types and amount of work performed. This is designed to determine the impact any such programs would have on the community. The legislation also required that significant expansion of Class I Industries (private sector employers of inmates) would need to go through an economic impact review process. The bill also established a requirement that higher education would have to purchase a prescribed percent of goods from Correctional Industries.

VINE Program: Jeralita Costa reported that some time ago legislation was passed enabling jurisdictions to utilize the Victim Information and Notification Everyday (VINE) system. This system provides crime victims with a mechanism for tracking offenders through county and city jail systems and being immediately notified when an offender is released. King and Pierce counties have implemented VINE and have found it to be an invaluable tool for protecting victims of domestic violence. Snohomish County will soon be on line. Anyone wishing further information about VINNE can contact Jeralita at her email address: jpcosta@doc1.wa.gov

J. Adjournment

There being no other business, the meeting was adjourned at 1:40p.m.

Summary of Action Items

ACTION ITEM: Jill Will follow up with DOC budget staff to secure continued funding in the next budget cycle.

ACTION ITEM: Jill Will follow up on electronic waste study.

ACTION ITEM: Jill Will provide names of Drivers License Recovery committee members to Correctional Industries.

ACTION ITEM: Jill Will follow up on video research.

ACTION ITEM: Jill Will proceed with the arbitration WAC process.

ACTION ITEM: Jill Will develop a cover letter and brochure on developing local advisory boards and provide examples of such boards.